

**Deaf and Hard of Hearing Services (DHHS)
Request For Funds (RFF) - Case Management Questions**

Q. Is there an RFF number to refer proposal information to?

A. **No, there is not a RFF number; label it as "RFF - Case Management Proposal".**

Q. My main concern regarding the new changes with case management is that more time is needed in receiving more of an explanation. I do not understand the new changes in how it compares/contrasts with new forms. I am requesting a time extension. Agencies seem to use different forms.

A. **The completed RFF is due October 16, 2009 by 4:30 EST. There will be Form Training available in November 2009. Forms will be available on-line and will be fill-in accessible (you will be able to complete the forms online, save them in your files, and email them to DHHS). All agencies will be required to use the state issued forms as of January 1, 2010. While we understand that training on these forms is necessary, we do ask that you complete the forms to the best of your ability and submit with your RFF response. These forms will be scored as described in the RFF.**

Q. Is there any allowable cost for mileage when we do field case management? This would be for those individuals who do not have transportation to get into the office or meet us in the community and they do not have a VP and we might have to go to their home.

A. **Mileage is paid for any assignments over 20-miles one way, as measured by Rand McNally <http://www.randmcnally.com/>, where the individual is unable to attend meetings in the office or use VP. Mileage will be paid at the state rate which is currently .40/mile.**